



DEPARTMENT OF PUBLIC SOCIAL SERVICES

WELFARE FRAUD PREVENTION & INVESTIGATIONS SECTION

Number:

04-06

Date:

May 11, 2004

ADMINISTRATIVE MEMORANDUM

SUBJECT: POLICY FOR THE ADMINISTRATIVE DISPOSITION OF NON-COST EFFECTIVE IEVS REFERRALS

REFERENCE:

CANCELS:

FILE IN:

SPECIAL ATTENTION: WFP&I In-House Investigative Staff

PURPOSE

This memo establishes a temporary policy to assist in the clean up and disposition of older IEVS fraud referrals. The intent of the policy is to eliminate referrals that are not cost effective to pursue.

POLICY

Effective immediately and continuing through June 30, 2004, the following guidelines are applicable:

IEVS referrals with dates (actual referral date, not the MAPPER system date) prior to October 1, 2002 where no back-up documentation has been received, e.g., ECS 155 and/or LEADER Case Comments reporting needed employment information, can be closed as an Administrative Disposition on LEADER and as code "O4" on MAPPER.

Referrals that meet the above criteria may be closed immediately. The documentation in the 334 Investigative Activity Record should indicate, "Referring office failed to provide needed documents to investigate allegation."

Please direct questions regarding this memo to your immediate supervisor.

A handwritten signature in black ink, appearing to read "Luther Evans", is written over a horizontal line.

Luther Evans, Director
Welfare Fraud Prevention & Investigations Section

LE:le

c: Deputy Directors
Chief Clerk